

# NOTICE

## U.S. DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION

N 8700.23

8/20/03

Cancellation  
Date: 8/20/04

### **SUBJ: LETTER OF AUTHORIZATION FOR SPECIAL AREAS OF OPERATION (SAO)**

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**1. PURPOSE.** This notice has three basic purposes.

**a. Issuing LOAs.** It provides updated guidance to aviation safety inspectors (ASI) on issuing Letters of Authorization (LOA) to general aviation operators requesting authority to operate in special areas of operation (SAO).

**b. LOA Format.** It provides an LOA format for all newly issued LOAs that should be used in lieu of that in FAA Order 8700.1, General Aviation Operations Inspector's Handbook, volume 2, chapter 222, Issue/Renew a Letter of Authorization for Operations in Special Use Airspace, Figure 222-1.

**c. To Operate in SAO.** It provides new guidance for situations where a second party organization or individual provides aircraft delivery or ferry service for the aircraft owner/operator and requires an LOA to operate in SAO.

**2. DISTRIBUTION.** This notice is distributed electronically to all regional Flight Standards divisions and district offices. A printed copy will be distributed to the branch level in the regional Flight Standards divisions, to Flight Standards District Offices (FSDO), to the division level in the Flight Standards Service in Washington headquarters, and to the Regulatory Standards Division at the Mike Monroney Aeronautical Center. This document is also available on two FAA Web sites: the AFS Web site ([www.faa.gov/avr/afs/notices/](http://www.faa.gov/avr/afs/notices/)) and the FAA RVSM Documentation Web page ([www.faa.gov/ats/ato/rvsm1.htm](http://www.faa.gov/ats/ato/rvsm1.htm)).

**3. CANCELLATION.** General Aviation Handbook Bulletin (HBGA) 99-22, Letter of Authorization for Special Use Airspace (effective date of 12-15-99), which previously provided guidance on this subject, has been cancelled.

**4. BACKGROUND.** Operators require FAA authorization prior to conducting operations in certain SAO. Examples of FAA authorization are: North Atlantic Minimum Navigation Performance Specification (NAT MNPS) airspace, Reduced Vertical Separation Minimum (RVSM) airspace, and Pacific Oceanic Required Navigation Performance 10 (RNP-10) airspace. The new LOA format (see Appendix 1) enables inspectors to authorize multiple authorizations (e.g., NAT MNPS, RVSM, RNP-10) on a single LOA. It also provides a separate format and processes to issue an LOA for pilots and/or companies that conduct ferry or delivery flights.

**5. APPLICABILITY.** This notice applies to ASIs who are responsible for granting LOAs to operators requesting authority to operate in SAO.

**6. ACTION.**

**a. MNPS Approvals.** For MNPS approvals, inspectors shall ensure that operators meet the standards of FAA Order 8700.1, volume 2, chapter 222.

**b. Interim Guidance.** Using the guidance provided in Interim Guidance (IG) 91-RVSM, Approval of Aircraft and Operators for Flight in Airspace Above Flight Level (FL) 290 Where a 1,000 Foot Vertical Separation Minimum is Applied, as amended, inspectors shall ensure that operators meet the standards of Title 14 of the Code of Federal Regulations (14 CFR) part 91, appendix G, Operations in RVSM Airspace.

**c. Order 8400.12.** Inspectors shall ensure that operators meet the standards of FAA Order 8400.12, Required Navigation Performance 10 (RNP-10) Operational Approval, as amended.

**7. SOURCES OF INFORMATION.** The paragraphs in this section discuss sources of information for inspectors and operators on the technical and operational issues that must be addressed before an LOA can be granted.

**a. NAT MNPS.** FAA Order 8700.1, volume 2, chapter 222, contains guidance on the approval process for NAT MNPS airspace. The LOA format provided in the Appendix 1 to this notice should be used in lieu of that shown in chapter 222 for all new LOAs.

**b. RVSM.** Sources of information on RVSM programs are:

(1) Documents and guidance on aircraft and operator compliance with RVSM standards, including a checklist outlining approval process events, can be found on the RVSM Documentation Web page. This Web page is maintained by the Flight Technologies and Procedures Division, AFS-400. It can be accessed at: [www.faa.gov/ats/ato/rvsm1.htm](http://www.faa.gov/ats/ato/rvsm1.htm), then clicking on RVSM Documentation.

(2) Title 14 CFR part 91, section 91.706 requires that operators obtain FAA authorization prior to conducting RVSM operations. Part 91, appendix G provides basic RVSM standards for aircraft and operator programs.

(3) FAA IG 91-RVSM, as amended, can be found on the RVSM Documentation Web page. It provides detailed guidance for operators and aircraft manufacturers to follow when developing programs intended to meet the standards of part 91, appendix G. Paragraph 11 provides an overview of the approval process. IG 91-RVSM was developed in national and international forums. ICAO Document 9574 Version 2, RVSM Implementation Guidance, states that the IG 91-RVSM material is an acceptable means for RVSM approval.

**c. RNP-10.** FAA Order 8400.12, as amended, provides guidance on the RNP-10 approval process and can be found on the RNP Web site at: <http://www.faa.gov/ats/ato/rnp.htm>.

## 8. GENERAL GUIDANCE ON APPROVAL FOR SPECIAL AREAS OF OPERATIONS.

**a. Required Authority.** An LOA or appropriate Operation Specifications (OpSpec) authority is required for operations in MNPS, RVSM, and RNP-10 airspace. An LOA is required for operators conducting operations under the provisions of part 91, including part 125 operators holding a deviation that allows operations under part 91.

**b. Coordination Between Inspectors.** Before submitting the LOA to the office manager for signature, inspectors must ensure that it has been coordinated with the responsible operations, maintenance, and avionics inspectors.

**c. Required LOA Format.** Flight Standards field offices will use the LOA wording and formats provided in the appendices of this notice for newly issued LOAs. Operators must provide the field office with the operator and aircraft information required on the LOA. The operator may accomplish this by filling in the information in the LOA format and submitting it to the field office.

**d. No LOA if OpSpec Issued.** OpSpecs A001, Applicability, provides for the use of authorities granted in OpSpecs when conducting operations under the provisions of part 91. If an operator has been issued appropriate OpSpecs authorizing operations in individual special areas of operation, the operator is not required to also obtain an LOA for those operations when they are conducted under part 91, provided that:

- (1) The aircraft is operated under the operator name listed on the OpSpecs.
- (2) The flight is conducted in an area of operations listed in the OpSpecs.
- (3) The aircraft is operated under the conditions under which the OpSpecs were granted (e.g., if the operator holds part 135 OpSpecs, then the pilots used for the part 91 operation must have received part 135 training. If this is not the case, then an LOA would be required).

**e. LOA Format Change.** Appendix 1 provides the LOA format. The new format in Appendix 1 no longer calls for the part number or the date installed to be listed for navigation and communication equipment. It has been determined that "Type/Manufacturer/Model" provides adequate documentation of the systems authorized to meet SAO requirements.

**f. U.S. Citizen Requirement.** On page 2 of the LOA (Appendix 1) under Operator Information, the person responsible for crew operations or the agent for service must be a U.S. citizen.

**g. Program Tracking and Reporting Subsystem (PTRS).** On page 2 of the LOA, only the PTRS information for RVSM should be listed. The RVSM PTRS tracking number should be the Record Identification Number for authorization issued under Activity Code 1411, for initial operational approval, or 1413, for LOA renewal. This information is used by the FAA Technical Center.

**h. Authority Sign-offs.** Inspectors only need to assess and issue authorizations applicable to the operator's intended operation. For example, an operator that does not intend to operate in Pacific RNP-10 or NAT MNPS airspace is not required to address those programs nor does the inspector need to issue on those authorities. For those authorities that the operator does request, inspectors should sign, date, and provide an expiration date for the approval. For operating authorities that are not requested by the operator, "Not Issued" should be typed on the applicable signature line.

**i. LOA for Authorities Requested after Original LOA Issued.** After the initial LOA is issued, if the operator requests a different authority, a new LOA should be issued showing the date signed and expiration date for the first authority and the date signed and expiration date for the new authority requested. When the new LOA is issued, the signature and expiration dates for the different authorities can be synchronized provided that the operator still meets the requirements for the authorities issued on the LOA. An example of this situation is when an operator initially receives authority for MNPS and RVSM to fly the North Atlantic and then, at a later date, requests RNP-10 authority to fly the Pacific.

**j. Aircraft Limitations.** Any limitations should be listed in the LOA under "Aircraft Limitations." The most common limitation is the limitation for North Atlantic MNPS operations when an aircraft is equipped with a single approved Long Range Navigation System (LRNS). FAA Order 8700.1, volume 2, chapter 222, section 1, paragraph 11, explains the language that should be used on the LOA for this situation.

**k. RVSM Authority in Areas of Operation New to the Operator.** Operators are not required to obtain LOA authority to operate in individual areas of operation where RVSM is implemented. For example, an operator that has obtained an LOA and is conducting RVSM operations in the NAT would not be required to obtain another LOA to conduct RVSM operations in the domestic United States. RVSM compliant aircraft are eligible to conduct RVSM operations world-wide. Operators remain responsible under part 91, section 91.3, for compliance with operational policies and procedures applicable in individual areas of operation.

(1) Until operational policy and procedures for RVSM in the domestic United States are published, operators can use IG 91-RVSM, appendix 4, as the basis for their RVSM operations training and operating practices/procedures. (Appendix 5 is only applicable to oceanic operations.) Operational procedures/practices specific to the domestic United States are planned to be completed in the September 2003 timeframe; however, there is no need to wait for this guidance to issue an LOA. The guidance will be published in the Aeronautical Information Manual, and in addition, AFS-400 will publish and distribute a sample pilot bulletin that can be incorporated into individual operator programs. Operators will be responsible under part 91, section 91.3, to incorporate this material into their programs before conducting RVSM operations in the United States. It is anticipated that operational procedures unique to domestic U.S. airspace will not be extensive.

(2) For RVSM operations within the United States, the Long Range Navigation and Long Range Communications System information on the sample LOA is not applicable.

(3) If, after obtaining an LOA for RVSM in U.S. airspace, an operator plans to operate in Pacific and/or North Atlantic airspace MNPS, the operator is required to obtain a new LOA that includes, as appropriate, RNP-10 and/or NAT MNPS authority.

**1. Expiration Dates and LOA Renewal.** LOAs will have a 24-calendar-month validity period. For example, an LOA issued on June 10, 2003, would remain valid until June 30, 2005. Operators should request a new LOA at least 30 days before the expiration date. If no changes related to the specific operating authority granted are made to operator aircraft or programs, then the request for renewal can be made by letter or fax. If changes have been made, then application for a new LOA must be submitted in the same manner as that required for the initial LOA.

## **9. LETTERS OF AUTHORITY FOR SECOND PARTY DELIVERY OR FERRY FLIGHTS THROUGH SPECIAL AREAS OF OPERATION.**

**a. Definitions.** For the purposes of this notice, the following definitions should be used.

(1) A delivery flight is conducted when a second party is contracted by the aircraft owner/operator to fly a newly manufactured aircraft or a newly purchased aircraft from one location to another.

(2) A ferry flight is conducted when a second party is contracted by the aircraft owner/operator to fly an aircraft from one location to another.

**b. Relationship to Guidance On Special Flight Permits.** This notice is not intended to amend or supplement FAA guidance on special flight permits. The situation addressed in this notice is different from that in where a special flight permit could be issued. Special flight permits are issued to aircraft that may not meet applicable airworthiness requirements but are capable of safe flight. Guidance on special flight permits is published in FAA Order 8130.2, Airworthiness Certification of Aircraft and Related Products, and FAA Order 8300.10, Airworthiness Inspector's Handbook.

**c. Overview.** The intent of the information in this section is to provide a process and LOA format for a second party (company or individual) to obtain authority to conduct delivery or ferry flights through SAOs to a destination airport. Aircraft flown in SAOs for the purpose of delivery or ferry will comply with the requirements of the applicable SAO. (Aircraft that do not meet SAO requirements may only be flown in the SAO if special arrangements are made with the Air Traffic Service Providers that control the airspace. See the RVSM Documentation Web page.) Since some companies or individuals may ferry a number of different individual airframes during a year, the standard process and LOA format in Appendix 1 may not be appropriate. The objective of this material is to provide a means for a company or individuals to first establish their knowledge of special operations (e.g., RNP, MNPS, RVSM) and obtain a Delivery/Ferry Flight LOA. Then, at a later date, when they ferry different individual airframes, they provide the appropriate FAA FSDO or International Field Office (IFO) with information on the individual airframe. If, in the FAA's judgment, it is warranted, the FAA retains the option of conducting a compliance inspection of the aircraft. FAA inspectors are not required to physically inspect an airframe if, in their judgment, it is not warranted.

**d. Sequence of Events.** The following outlines the sequence of events for a delivery/ferry flight operator to obtain an LOA for delivery or ferry flights:

(1) The operator meets with the FAA to obtain an LOA for delivery or ferry flights. Normally, the meeting should be held with the FAA office that has geographical responsibility for the operator. The operator provides the FAA with documentation that the operator has completed requirements to conduct the applicable special operation (e.g., RVSM, RNP-10, MNPS). The operator must provide the applicable information called for in the documents listed in paragraph 7, Sources of Information.

(2) Operators should show the FAA that pilot knowledge of operating practices and procedures will be adequate to warrant granting of approval to conduct operations in SAOs. Inspectors should consider any one of the options listed below to be an acceptable method for the operator to show the FAA that pilot knowledge of SAO policy/procedures are adequate. The inspector may accept part 142 training center certificates without further evaluation, accept certificates documenting completion of a course of instruction on SAO policy and procedures, accept an operator's in-house training program, or evaluate a training course before accepting it by reviewing the syllabus, attending the course, or administering a written or oral exam.

(3) The applicant completes a Statement of Intent to Conduct Delivery/Ferry Flights (Appendix 2).

(4) The FAA office signs a Letter of Authorization for Second Party Delivery or Ferry Flight Through Special Areas of Operation (Appendix 3). For operating authorities that are not requested by the operator, "Not Issued" should be typed on the applicable signature line.

(5) When the delivery/ferry flight operator plans the delivery or ferry flight, it sends the Operator and Airframe Delivery/Ferry Flight Information (Appendix 4) on airframe and aircraft systems to the FAA.

(6) The FAA informs the operator whether or not a compliance inspection of the airframe is required. If a compliance inspection is not required, an FAA inspector signs the document and faxes or e-mails it back to the operator. If a compliance inspection is required, an FAA inspector will conduct the inspection before the document is signed by the FAA office manager or inspector.

(7) Before the flight, the delivery/ferry flight operator will fax or e-mail the Operator/Airframe information to the Separations Standards Group (ACB-310) at the FAA Technical Center: [Wayne.smoot@faa.gov](mailto:Wayne.smoot@faa.gov) or fax 609-485-5078.

(8) Delivery/ferry flight operator carries a copy of Operator Delivery/Ferry Flight LOA and copy of Operator/Airframe information on the aircraft.

**10. INQUIRIES.** This notice was developed by AFS-400 for AFS-800. Any comments concerning the information in this notice should be addressed to AFS-400 at (202) 385-4576 or AFS-800 at (202) 267-8212.

**11. DISPOSITION.** This notice will be incorporated into Order 8700.1, volume 2, chapter 222.

/s/

John M. Allen for  
James J. Ballough  
Director, Flight Standards Service





## APPENDIX 1. FORMAT FOR LOA AUTHORIZING OPERATIONS IN SPECIAL AREAS OF OPERATION

This letter constitutes approval for the named aircraft to be operated in special areas of operation by the authorized operator or crew listed under Operator Information below. The aircraft will be operated under the conditions and limitations documented below and those documented during the authorization process. An Aviation Safety Inspector's signature is required in each block for which authorization is approved.

North Atlantic Minimum Navigation Performance Specifications airspace (MNPS)	*	[Inspector's Signature] _____
Reduced Vertical Separation Minimums (RVSM)	*	[Inspector's Signature] _____
Required Navigation Performance 10 (RNP-10) In Oceanic/Remote areas	*	[Inspector's Signature] _____
Other _____ Specify	*	[Inspector's Signature] _____

\*Provide signature, date signed, and expiration date for requested authority. If not issued, type in "Not Issued."

### AIRCRAFT INFORMATION

Aircraft make and model	_____
N-Number	_____
Aircraft serial number	_____
Aircraft color	_____

### \*LONG RANGE NAVIGATION SYSTEMS

QTY/MANUFACTURER	MODEL NO.	TYPE OF EQUIPMENT
Example: 2 Delco	Carousel IV	INS

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### \*LONG RANGE COMMUNICATION SYSTEMS

QTY/MANUFACTURER	MODEL NO.	TYPE OF EQUIPMENT
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**\*Applicable to NAT MNPS, RNP-10 and any other operations where such systems are required.**

**APPENDIX 1. FORMAT FOR LOA AUTHORIZING OPERATIONS IN SPECIAL AREAS  
OF OPERATION -- Continued**

**OTHER EQUIPMENT (If required for specific operations)**

QTY/MANUFACTURER	MODEL NO.	TYPE OF EQUIPMENT
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_____	_____	_____
_____	_____	_____

**AIRCRAFT LIMITATIONS**

_____
_____

**OPERATOR INFORMATION**

Aircraft base of operations (city, state, zip):	_____
Name of aircraft owner/operator:	_____
Crew training conducted by:	_____
Print name of person responsible for crew operations or agent for service (must be a U.S. citizen):	_____
Signature of person responsible for crew operations or agent for Service:	_____
Street address (cannot be a Post Office box):	_____
City, State, Zip Code:	_____

**FOR FAA USE ONLY (To be completed by issuing office)**

Authorization Number: \_\_\_\_\_

RVSM Program Tracking and Reporting Subsystem (PTRS) tracking number (Record ID for authorizations under Activity Code 1411 (initial) or 1413 (renewal): \_\_\_\_\_

Date of Issuance: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

1. This authorization is subject to the conditions that all operations conducted within special areas of operation requiring special approvals are in accordance with Title 14 of the Code of Federal Regulations (14 CFR) part 91. The person responsible for crew operations or agent for service must accept responsibility for complying with the stated regulation by signing this document.

2. All operations conducted outside of the United States must comply with part 91, section 91.703, and the flight rules contained in International Civil Aviation Organization (ICAO) Annex 2. In accordance with sections 91.3 and 91.703(a)(1) and (2) and ICAO Annex 2, Rules of the Air, paragraph 2.3.2, Pre-flight action, crews are responsible for policies and procedures in areas of operations where flights are conducted.

**APPENDIX 1. FORMAT FOR LOA AUTHORIZING OPERATIONS IN SPECIAL AREAS  
OF OPERATION -- Continued**

3. This document is considered invalid until signed by the person responsible for crew operations. If the person signing this document relinquishes responsibility, changes mailing address, or the aircraft changes ownership or base of operation, this letter becomes invalid and the operator should immediately notify the issuing office of the change.
4. Letters of Authorizations can be renewed via a letter or fax request submitted at least 30 days prior to the expiration date, if no changes have been made. If any changes have been made, application for a new LOA must be made in the same manner as that required for the initial LOA.

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Office Manager's Signature  
Office Manager's Name  
Office Name  
Office Address



**APPENDIX 2. SAMPLE STATEMENT OF INTENT TO CONDUCT DELIVERY/FERRY FLIGHTS**

To: FAA Office Manager

Date \_\_\_\_\_

Subject: Statement of Intent to Conduct Delivery/Ferry Flights in Special Areas of Operation

For the purpose of delivery or ferry of aircraft through special areas of operation (SAO) airspace, we will comply with the following conditions:

1. For unrestricted North Atlantic MNPS, two approved long range navigation systems (LRNS) will be installed and operational.
2. For operation on the North Atlantic Special Contingency routes, at least one LRNS will be installed and operational.
3. For airspace where RNP-10 approval is required, two approved RNP-10 capable LRNS will be installed and operational.
4. A copy of the Airplane Flight Manual pages showing RVSM compliance will be carried on the aircraft.
5. For operations in any other SAO that requires specific communication, navigation, or surveillance equipment, equipment appropriate to that airspace will be installed and operational.
6. Communications equipment and/or long range communications systems required by regulation or policy will be installed and operational.
7. Pilots will be knowledgeable on operating practices and procedures applicable to each SAO through one of the following:
  - Completion of training at a commercial training center acceptable to the FAA
  - Completion of an in-house training program acceptable to the FAA
  - Any other means acceptable to the Administrator
8. International Operations Manual (for operations outside the United States). Reference FAA Order 8700.1, General Aviation Operations Inspector Handbook, volume 2, chapter 222, paragraph 7B, we will maintain an Operations Procedures Manual that includes procedures for operations in international airspace (including oceanic and airspace of other countries).

Signed

Company Operations Officer or other person responsible for aircraft operation



### APPENDIX 3. LETTER OF AUTHORIZATION FOR SECOND PARTY DELIVERY OR FERRY FLIGHT THROUGH SPECIAL AREAS OF OPERATION

This letter constitutes authorization for (company or individual name) to operate, under the conditions and limitations documented in this letter and those documented during the authorization process, in the special areas of operations (SAO) listed below for the purpose of aircraft delivery/ferry.

#### INSPECTOR INSTRUCTION:

The operator is not required to obtain authorization to operate in all of the special areas of operation listed below. Only those areas required for the proposed operation should be listed.

North Atlantic Minimum Navigation Performance Specification (MNPS) airspace	* <u>[Inspector's Signature]</u>
Reduced Vertical Separation Minimums (RVSM)	* <u>[Inspector's Signature]</u>
Required Navigation Performance 10 (RNP-10) in Oceanic/Remote areas	* <u>[Inspector's Signature]</u>
Other	* <u>[Inspector's Signature]</u>

\*Provide signature, date signed and expiration date for requested authority. If not issued, type in "Not Issued."

The operator will conduct flight in special areas of operation under the following conditions:

#### OPERATIONAL POLICY/PROCEDURES

Pilots are trained or possess knowledge of operational policy and procedures applicable to operations in SAOs in which they conduct operations.

#### RVSM COMPLIANCE

For in-service aircraft: Airframe documents show completion of the inspections and modifications required by the appropriate RVSM Data Package (e.g., Service Bulletin, STC) for RVSM compliance for the aircraft.

For new-build aircraft: The Airplane Flight Manual contains a statement of RVSM compliance.

#### \*LONG RANGE NAVIGATION SYSTEMS (LRNS)

If operation in a SAO requires equipage with one or more LRNS, the aircraft will be equipped with those required to operate in the SAO. In addition, they will be operated in accordance with the related operational limitations.

**APPENDIX 3. LETTER OF AUTHORIZATION FOR SECOND PARTY DELIVERY OR  
FERRY FLIGHT THROUGH SPECIAL AREAS OF OPERATION -- Continued**

**\*LONG RANGE COMMUNICATION SYSTEMS (LRCS)**

If operation in a SAO requires equipage with one or more LRCS, the aircraft will be equipped with communication systems required by the Code of Federal Regulations.

**\*LRNS and LRCS requirements are applicable to NAT MNPS, RNP-10 and any other operation where such systems are required.**

**AIRCRAFT LIMITATIONS**

The aircraft will be operated in accordance with applicable limitations.

**OPERATOR INFORMATION**

Name of aircraft operator: \_\_\_\_\_  
Crew training conducted by: \_\_\_\_\_  
Print name of person responsible for crew  
operations or agent for service (must be a  
U.S. citizen): \_\_\_\_\_  
Signature of person responsible for crew  
operations or agent for Service: \_\_\_\_\_  
Street address (cannot be a Post Office box): \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_

**FOR FAA USE ONLY**

Authorization number: \_\_\_\_\_  
Aircraft limitations (if applicable): \_\_\_\_\_  
RVSM Program Tracking and Reporting Subsystem (PTRS) tracking number (Record ID for  
authorizations under Activity Code 1411 (initial) or 1413 (renewal): \_\_\_\_\_  
Date of Issuance: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_

1. This authorization is subject to the conditions that all operations conducted within special areas of operation requiring special approvals are in accordance with Title 14 of the Code of Federal Regulations (14 CFR) part 91. The person responsible for crew operations or agent for service must accept responsibility for complying with the stated regulation by signing this document.
2. All operations conducted outside of the United States must comply with part 91, section 91.703, and the flight rules contained in International Civil Aviation Organization (ICAO) Annex 2. In accordance with sections 91.3 and 91.703(a)(1) and (2) and ICAO Annex 2, Rules of the Air, paragraph 2.3.2, Pre-Flight Action, crews are responsible for policies and procedures in areas of operations where flights are conducted.



**APPENDIX 3. LETTER OF AUTHORIZATION FOR SECOND PARTY DELIVERY OR  
FERRY FLIGHT THROUGH SPECIAL AREAS OF OPERATION -- Continued**

3. This document is considered invalid until signed by the person responsible for crew operations. If the person signing this document relinquishes responsibility, changes mailing address, or the aircraft changes ownership or base of operation, this letter becomes invalid and the operator should immediately notify the issuing office of the change.
4. Letters of Authorizations can be renewed via a letter or fax request submitted at least 30 days prior to the expiration date, if no changes have been made. If any changes have been made, application for a new LOA must be made in the same manner as that required for the initial LOA.

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Office Manager's Signature  
Office Manager's Name  
Office Name  
Office Address



**APPENDIX 4. OPERATOR AND AIRFRAME DELIVERY/FERRY FLIGHT  
INFORMATION**

**FAA INSTRUCTIONS:** Operator must complete the information and send it to the FAA. The FAA will inform the operator whether or not a compliance inspection of the aircraft is required. Before the flight, the operator will fax or e-mail the information to the Separations Standards Group (ACB-310) at FAA Wm. J. Hughes Technical Center. (Fax 609-485-5078; wayne.smoot@faa.gov).

**OPERATOR INFORMATION**

Name of aircraft operator: \_\_\_\_\_

Crew training conducted by: \_\_\_\_\_

Print name of person responsible for crew operations  
or agent for service (must be a U. S. citizen): \_\_\_\_\_

Signature of person responsible for crew  
operations or agent for Service: \_\_\_\_\_

Street address (cannot be a Post Office box): \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

**SPECIFIC AIRCRAFT/FLIGHT INFORMATION**

Approximate date of flight: \_\_\_\_\_

Planned departure and destination airport: \_\_\_\_\_

Aircraft make and model: \_\_\_\_\_

Registration Number: \_\_\_\_\_

Aircraft serial number: \_\_\_\_\_

Aircraft color: \_\_\_\_\_

**AUTHORIZED SPECIAL AREAS OF OPERATION**

**FAA INSTRUCTION:** list only those areas for which the operator has previously received authority.

- North Atlantic MNPS
- Reduced Vertical Separation Minimum (RVSM)
- Required Navigation Performance 10 (RNP-10) for Oceanic/Remote Areas
- Other

**\*LONG RANGE NAVIGATION SYSTEMS (LRNS)**

QTY/MANUFACTURER	MODEL NO.	TYPE OF EQUIPMENT
Example: 2 Delco	Carousel	IVINS
_____	_____	_____

**APPENDIX 4. OPERATOR AND AIRFRAME DELIVERY/FERRY FLIGHT  
INFORMATION -- Continued**

\*LONG RANGE COMMUNICATION SYSTEMS (LRCS)

QTY/MANUFACTURER	MODEL	NO.	TYPE OF EQUIPMENT
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_____	_____	_____	_____
_____	_____	_____	_____

\*LRNS and LRCS applicable to NAT MNPS, RNP-10 and any other operations where such systems are required.

**AIRCRAFT LIMITATIONS**

_____
_____

**OPERATOR INFORMATION**

Name of aircraft operator: \_\_\_\_\_

Crew training conducted by: \_\_\_\_\_

Print name of person responsible for crew operations  
or agent for service (must be a U. S. citizen): \_\_\_\_\_

Signature of person responsible for crew  
operations or agent for Service: \_\_\_\_\_

Street address (cannot be a Post Office box): \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

**Operator signature** \_\_\_\_\_

**FAA Office signature**

\_\_\_\_\_  
FAA Inspector or Office Manager  
Inspector's Name  
Office Name  
Office Address